

OL/RECD

Approved For Release 2005/08/02 : CIA-RDP86-00800R000200110013-1

CONFIDENTIAL

OTR 79-8023
30 JAN 1979

RECD

2 DC
1 EX
SA
C/REB
RO
C/FEGB
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PE
5 FILE

MEMORANDUM FOR: Director of Logistics

ATTENTION: Chief, Real Estate & Construction
Division, Office of Logistics

FROM: Harry E. Fitzwater
Director of Training

SUBJECT: Request for Delegation of Contracting
Authority [] Grounds Maintenance
Services (C)

1 FEB 1979

SUSPENSE DATE

10 Feb 79

1. Action Requested: This memorandum requests that contracting authority be delegated to the [] for the execution and administration of a grounds maintenance services contract. The Government-estimated cost for this work to be conducted over approximately a 20-week period is \$25,000. (C)

2. Basic Data: For the past 3 years [] has required contractual assistance for performing mowing, plowing, and minor landscaping functions at [] installation. It is the intent of [] to again solicit for bids and to award a contract for this seasonal-type work. The same contractual conditions and terms previously reviewed by the Real Estate and Construction Division, Office of Logistics (RECD/OL), and subsequently approved by the Director of Logistics (D/L), will once again apply. (C)

3. Recommendation: It is recommended that RECD/OL review the attached scope and description of work, and that the D/L delegate to [] the authority to execute and administer a grounds maintenance services contract in an amount not to exceed \$25,000. The contract will be executed no later than 30 May 1979, and contract administration will be in accordance with []

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SUBJECT: Request for Delegation of Contracting
Authority - [] Grounds Maintenance
Services (C)

25X1

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[] Funds are available in the
[] Fiscal Year 1979 budget for performing this type
of work. (C)

25X1



Attachment

25X1

APPROVED: []
A | Director of Logistics

DISAPPROVED: _____
Director of Logistics

DATE: 16 FEB 1979

Distribution:

Orig - Return to DTR, w/o att

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